

PUBLIC SPEAKERS

None.

MINUTES OF APRIL 18, 2016

Roll Call of Members

The monthly meeting of the Board of Directors of The Mattabassett District was held Monday, April 18, 2016, in the Administration Building. Chairman John Dunham called the meeting to order at 7:02 p.m. A roll call was taken and a quorum was present. Present from the Town of Cromwell were Directors Bonnie Anderson, Doug Sienna and Tom Tokarz. Present from the Town of Berlin were Directors Ed Kindelan and John Dunham. Present from the City of Middletown were Directors David Bauer, Joseph Samolis and Tom Serra. Present from The City of New Britain were Directors Tonilynn Collins, Mary Marrocco and Timothy Stewart. Also present were Edward T. Lynch Jr. – District Counsel, Arthur Simonian - Executive Director, Michelle Ryan – District Engineer, Brian Warman – Operations Manager and Bill Adkins – Maintenance Manager. Berlin Director Jim McNair, Middletown Director Dale Aldieri and New Britain Directors Paul Catanzaro and Peter Centurelli were absent. Also present was Christine Kurtz and Chris Pierce from Wright-Pierce.

Approval of March 21, 2016 Minutes

MOTION: Mr. Sienna moved to approve the minutes of March 21, 2016.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Treasurer's Report

MOTION: Mr. Sienna moved to accept the Treasurer's Report as presented.

Mr. Serra seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Budget Statement

MOTION: Mr. Sienna moved to accept the Budget Statement as presented.

Mr. Serra seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Check Register – March, 2016

No motion required.

Staff Reports

MOTION: Mr. Sienna moved to enter into Executive Session at 7:45 p.m. with District Counsel Ed Lynch and Executive Director Art Simonian to discuss MDC's contract.

Mrs. Anderson seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Serra moved to return to regular session at 8:20 p.m.

Ms. Collins seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to accept the Staff Reports as presented.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Engineering Committee

No Report

Finance Committee

MOTION: Mr. Serra moved to approve waving the reading of entire Motion 1 and 2 as presented below.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

MOTION: Mr. Sienna moved to approve adjusting the following 2015-2016 Budget Line Items as outlined below:

- a) Increase the District Counsel Line Item, #52210, from \$35,000 to \$75,000 to cover Counsel Services for Sibley property easement investigation, Quad L incinerator Federal regulations, Ash Landfill wetlands and zoning approvals, municipal investment statutes, MDC contracts for Middletown fund credits and other miscellaneous services.
- b) Increase the Accounting Line Item, #52310, from \$24,000 to \$33,976 to reflect the additional auditing services for GASB68 (State Pension Liability).
- c) Increase the Office Supplies Line Item, #54000, from \$11,000 to \$20,000 for costs related to office furniture, printers and office stationary/septage forms.
- d) Increase the Overtime for Maintenance Line Item, #56620, from \$20,454 to \$35,000 to installing new air blaster, setup of new shop area and call in for emergencies.
- e) Increase the Nitrogen Treatment Line Item, #71030, from \$100,000 to \$130,000 to cover Capital improvements for the Nitrogen upgrade project directly contracted with the District. Items include cameras, phone system update, Siemens aeration blower service, dewatering crane rebuilding and UST closure assessment monitoring.
- f) Increase the Outfall Capital Line Item, #71060, from \$0.00 to \$39,062 to cover the capital costs incurred this fiscal year for the outfall chamber concrete and sediment work per contract with Kovacs Construction and Northeast Diving.
- g) Increase Balance for Lab Capital Line Item, #71090, from \$0.00 to \$7,500 to expend for purchase in this fiscal year.
- h) Increase the Vehicle Replacement Line Item, #71140, from \$0.00 to \$32,274 to cover the approved purchase of a 2016 Ford Explorer in this year's budget.
- i) Increase Trailer for Tractor Capital Line Item, #71190, from \$0.00 to \$15,000 to expend for purchase in this fiscal year.

- j) Increase Sludge Storage Tank Cleaning Capital Line Item, #71260, from \$0.00 to \$30,000 to expend for purchase in this fiscal year.
- k) Increase Direct Payments to Wright Pierce and C.H. Nickerson Line Item, #73030, from \$1,000,000 to \$1,319,474 for additional services to W-P's contract (\$220K), Day Pitney Bonding charges (\$40K), project expenses contracted directly with District (\$13K) and CWF payments made to cover other costs (W-P bidding services, Phoenix Soil Disposal and ineligible change orders 195K). The CWF Loan was closed earlier than anticipated (December) decreasing our interest and principal costs but increasing our Direct Payment line item. FY17's budget, with revision below, has \$200,000 for remaining payments to W-P and C.H. Nickerson as well.
- l) Decrease Training and Conferences Line Item, #52400, from \$30,000 to \$20,000 for the budget revisions above.
- m) Decrease Incinerator Air Permits Line Item, #53530, from \$15,000 to \$2,000 for the budget revisions above.
- n) Decrease Retirement Line Item, #58000, from \$404,955 to \$299,955 for the budget revisions above.
- o) Decrease Chemicals Line Item, #61200, from \$565,000 to \$465,000 for the budget revisions above.
- p) Decrease Maintenance Equipment Repairs General Line Item, #62310, from \$175,000 to \$122,500 for the budget revisions above.
- q) Decrease Contingency Line Item, #69000, from \$112,350 to \$0.00 for the budget revisions above.
- r) Decrease Capital Outlay Line Item, #71010, from \$340,000 to \$186,018 for the budget revisions above.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

MOTION: Mr. Sienna moved to approve adjusting the following 2016-2017 Budget Line Items as outlined below:

- a) Increase Direct Payments to Wright Pierce and C.H. Nickerson Line Item, #73030, from \$100,000 to \$200,000 for additional services to W-P's contract and payments to C.H. Nickerson anticipated in FY17.

- b) Decrease #2 Oil Emergency Generator Line Item, #61450, from \$50,000 to \$32,500 for budget revision above.
- c) Decrease Solids/Incinerator Capital Line Item, #71040, \$60,000 to \$30,000 for budget revision above and use existing FY16 budget for the cleaning.
- d) Decrease Balancer for Lab Capital Line Item, #71090, from \$7,500 to \$0.00 for budget revision above and use existing FY16 budget for the purchase of the balancer.
- e) Decrease Trailer for Tractor Capital Line Item, #71190, from \$15,000 to \$0.00 for budget revision above and use existing FY16 budget for the purchase of the trailer.
- f) Decrease Sludge Storage Tank Cleaning Capital Line Item, #71260, from \$30,000 to \$0.00 for budget revision above and use existing FY16 budget for the cleaning.

Mr. Serra seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

MOTION: Mr. Bauer moved to accept the Finance Committee Report as presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

Human Resources Committee

MOTION: Mr. Sienna moved to accept the Human Resources Committee Report as presented.

Ms. Collins seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

Property Management

MOTION: Mr. Serra moved to approve allowing the Executive Director to continue with coordination of wall hangings as shown and presented and to also pursue a projector/screen system.

Mrs. Anderson seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

MOTION: Mr. Serra moved to accept the Property Management Committee Report as presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

Public Relations Committee

MOTION: Mr. Samolis moved to accept the Public Relations Committee Report as presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

District Project Construction Committee

MOTION: Mr. Serra moved to approve Wright-Pierce's Construction Inspection Payment Requisition for February 2016, in the amount of \$62,087.27, and authorizes the Executive Director to pay the invoice.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Serra moved to approve the extension and increase of Wright-Pierce's Construction Contract for Administration of Record Drawings and O&M Manual Services until anticipated finish date of August 31, 2016, at an hourly estimated fee up to \$220,000.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to accept the District Project Construction Committee Report as presented.

Mr. Tokarz seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously

Counsel's Report

No Report

New Business

None

Communications

The Executive Director and Chairman will be attending the ACEC Awards Banquet on April 19, 2016.

Adjournment

MOTION: Mr. Sienna moved to adjourn.

Ms. Collins seconded the motion.

RESOLVED: The motion was approved unanimously.

The meeting adjourned at 8:32 p.m.

The next meeting of the Board of Directors will be held on **Monday, May 16, 2016 at 7:00 p.m.** in the Administration Building, Cromwell, Connecticut.